



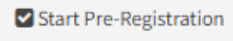
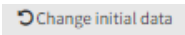

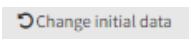
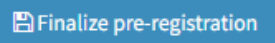
## YMMS - How to...

### Self-Enroll / Self-Update Member Info

### Florida Conference Pathfinder/Adventurer Ministries



**Let's get started!**

<p>Your Club may have emailed you several items.</p> <ol style="list-style-type: none"> <li>1) Link – English or Spanish</li> <li>2) Club Registration Key</li> <li>3) This Tutorial</li> <li>4) Role to Select</li> </ol> <p><b>BEFORE STARTING</b> Have Background Check Info Ready Click Here for Example</p>	<p style="text-align: center;"><b>Step 1</b></p> <p>Preferably using a Laptop, Tablet or Desktop:</p> <p>Click the Link and go to the Section that says</p> <p style="text-align: center;">“Fill in the data to get started”</p>	<p style="text-align: center;"><b>Step 2</b></p> <p>Fill in the information using the Club <b>Registration Key Give</b>.</p> <p style="text-align: center;"><b>Full Name and Date of Birth</b> MUST match what legally used for your Sterling Volunteer Background Check.</p> <p style="text-align: center;">Click Here of info needed</p>	<p style="text-align: center;"><b>Step 3</b></p> <p>Click the Start Pre-Registration Button</p> <div style="text-align: center;">  </div> <p>If you had a typo, on the next page you will be able to click on</p> <div style="text-align: center;">  </div>
<p style="text-align: center;"><b>Step 4</b></p> <p>Download/review the Internal Regulations for the Club you are joining.</p> <div style="text-align: center;">  </div> <p>NOTE: Some Club Director choose to use this function and other may not.</p>	<p style="text-align: center;"><b>Step 5</b></p> <p>Select your Role.</p> <p>Note: Your Club Director or Staff may have asked you to pick a specific role. Please follow their instructions.</p> <p>If you had a typo in the previous page you can go back and make changes by clicking the button</p> <div style="text-align: center;">  </div>	<p style="text-align: center;"><b>Step 6</b></p> <p>Fill in the rest of your information.</p> <p style="text-align: center;"><b>Note: Verification Date is your Background Check Date</b></p> <p style="text-align: center;">Click Here to see Example.</p> <p>Additionally, if there is anything in the Medical Section that is required but you wish to not respond , please select NO for each of those fields.</p>	<p style="text-align: center;"><b>Remember to</b></p> <p>Accept the terms, Sign your Name and Click</p> <div style="text-align: center;">  </div> <p style="text-align: center;"><b>Congratulations, You have Self-Enrolled and now your Club will need to process your Pre-Registration.</b></p> <p style="text-align: center;"><b>Let them know you have completed your side of the process.</b></p>